

**CLASS TITLE: SUPERVISOR OF AGRICULTURAL  
PRODUCTS INSPECTION**

**Class Code: 02267300  
Pay Grade: 26A  
EO Code: B**

**CLASS DEFINITION:**

**GENERAL STATEMENT OF DUTIES:** To plan, and coordinate a program of inspection for agricultural products; to supervise and review the work of subordinates in the collection, recording and dissemination of wholesale and retail market information; to supervise and participate in fairs, expositions and other agricultural promotional activities; and to do related work as required.

**SUPERVISION RECEIVED:** Works under the general supervision of a superior with wide latitude for the exercise of initiative and independent judgment; work is subject to review for results obtained.

**SUPERVISION EXERCISED:** Plans, assigns, supervises and reviews the work of a subordinate staff of inspectors.

**ILLUSTRATIVE EXAMPLES OF WORK PERFORMED:**

To plan and coordinate a program of inspection for agricultural products.

To assign, supervise and review the work of a staff responsible for performing various inspections and/or grading services at the wholesale, retail or farm level for compliance to various state and federal grade standards or labeling laws.

To supervise and perform inspections at farms, wholesalers, distributors and retail outlets to assure that such establishments conform to federal and/or state laws relating to the grading, marketing, branding and labeling of fruits, vegetables, poultry, shell eggs, commercial feeds, seeds, fertilizers and other agricultural products to verify that they are as represented.

To participate in federal/state programs through cooperative agreements with the United States Department of Agriculture (USDA) in conjunction with dealers, chain store buyers, state institutions, school lunch programs, United States hospitals, military installations and others to insure the agricultural products are adhering to quality and grade as specified.

To participate in a Federal/State Consumer Protection Program with a fee basis being utilized by wholesalers and large chain stores.

To review advertising for lack of or misuse of grade terms.

To supervise the registration process used to register all commercial feeds, fertilizers, soil amendments and limes sold in the state.

To supervise and review the work of inspectors responsible for the inspection and sampling of commercial feeds, fertilizers and liming materials for label compliance and laboratory analysis.

To compile and produce a weekly wholesale market report for distribution to wholesalers, retailers and the general public.

To work with various agricultural organizations in developing marketing and promotional activities designed to encourage the utilization of Rhode Island agricultural resources.

To administer Market Improvement and Expert Assistance Grants received from various USDA funding sources.

To compile and publish statistical information gathered from farm surveys regarding Rhode Island agricultural products.

To supervise and participate in various agricultural shows and exhibits throughout the state.

To assist the division chief in the selection of service contracts, the purchase of office equipment and supplies and the maintenance of office records.

To prepare and submit reports of inspections and investigations containing findings, conclusions and corrective recommendations.

To reply to inquiries from the general public regarding agricultural activities.

To do related work as required.

## **REQUIRED QUALIFICATIONS FOR APPOINTMENT:**

**KNOWLEDGES, SKILLS AND CAPACITIES:** A working knowledge of federal/state laws relating to the marketing of fruits, vegetables, poultry, eggs, commercial feed, seeds, fertilizer, soil amendments and other agricultural products; a working knowledge of certification and enforcement programs for these products; a working knowledge of agricultural promotional activities; a working knowledge of the process of handling and grading of eggs and the grading of poultry; the ability to supervise subordinates responsible for the collection, recording and dissemination of wholesale and retail market information; the ability to prepare written reports of findings in such inspections or investigations; the ability to establish and maintain effective working relationship with associates, superiors, and the general public; and related capacities and abilities.

## **EDUCATION AND EXPERIENCE:**

**Education:** Such as may have been gained through: graduation from a college of recognized standing, supplemented by courses in agricultural marketing; and

**Experience:** Such as may have been gained through: considerable employment in a responsible position involving the production or marketing of agricultural products.

**Or,** any combination of education and experience that shall be substantially equivalent to the above education and experience.

## **SPECIAL REQUIREMENTS:**

1. Must, upon completion of probationary period, qualify for a federal license issued by the United States Department of Agriculture authorizing the inspection of eggs and poultry, fruits and vegetables and must maintain such licensure as a condition of employment.
2. Must possess and maintain a Motor Vehicle Operator's License issued by the State of Rhode Island.

Class Revised: October 29, 1995

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